



TIMELINES FOR CORRECTION

Timelines for correction of non-compliance

- 30 Denial of FAPE (must be corrected in 30 days)**
- 60 Non-compliant and problematic (must be corrected in 60 days)**
- NA Items that cannot be corrected without a time-traveling machine.**

TIMELINES:

- NA A. 8/1/2007 and later only: Initial evaluations were completed within 60 days of date parental consent was received.**
- NA B. 8/1/2007 and later only: Initial IEP was conducted within 30 days of the initial ER**
- 60 C. The student is reevaluated every three years OR the parents and the school district agreed that a reevaluation was unnecessary**
Correction: Reevaluate through ER or use IEP process for team to document unnecessary.
- NA D. IEP was in effect at beginning of school year**
- 30 E. IEP is reviewed every twelve months**
Correction: Conduct annual IEP meeting (not IEP Amendment) if the student does not have a current IEP (indicated in red on district summary sheet.)

Special education record includes:

- 60 A. Access log**
Correction: Letter of Assurance that Access Log has been placed in student record.
- 30 B. Information about this student only**
Correction: Letter of Assurance that other student information has been removed.
- 60 C. Referral (8/1/2007 and later only)**
Correction: Reconstruct Referral
NOTE: A "reconstructed" referral is a "Yes." An original referral before 8/21/07 is an "N/A."
- NA D. Evaluation Plan (8/1/2007 and later only)**
- 60 E. Evaluation Data (summaries of assessments, test protocols, et. al.)**
Correction: Letter of Assurance that data has been placed in record.
- 30 F. Current Evaluation Report report**
Correction: Conduct ER meeting or document that reevaluation is not necessary.
- 30 G. Current IEP**
Correction: Conduct annual IEP meeting (not IEP Amendment.)
- 60 H. Progress Reports sent to parents**
Correction: Send progress reports for most recent reporting period.

REFERRAL includes:

- 60 A. Regular education interventions tried
Correction: Reconstruct, send copy to OPI
- 60 B. Specific reasons for the referral
Correction: Reconstruct, send copy to OPI
- NA C. Signature of person making referral

EVALUATION PLAN includes:

- NA A. Why the student is being evaluated
Correction: NA
- 30 B. A parent signature for permission
Correction: Obtain permission/Provide documentation
- 30 C. The Evaluation Plan was provided in the parents' native language
Correction: Letter of Assurance that parent has been informed of rights in native language.

EVALUATION REPORT includes:

- NA A. Parent comments
Correction: NA
- 30 B. Current classroom-based assessments (CBA)
Correction: Conduct ER meeting with all required components.
- 30 C. CBA includes the student's involvement and progress in the general curriculum
Correction: Conduct ER meeting with all required components.
- 30 D. Observations by teachers and/or related services providers
Correction: Conduct ER meeting with all required components.
- 30 E. All assessments marked on Evaluation Plan were conducted
Correction: Complete assessment, reconvene ER or IEP meeting.
- NA F. Only assessments marked on the Evaluation Plan were conducted
- 30 G. Implications for educational planning for all assessment areas
Correction: Conduct ER meeting with all required components.
- 30 H. (Initial ER) - Disability criteria
Correction: Conduct ER meeting with all required components.
- 30 I. Need for special education and related services
Correction: Conduct ER meeting with all required components.
- 60 J. Disability category(ies)
Correction: Conduct ER meeting with all required components.
- 30 K. (Initial ER) - The results of assessments in all areas related to the suspected disability
Correction: Conduct ER meeting with all required components.

Evaluation Report includes:

- 30 Parent(s)
Correction: Conduct ER meeting with all required members or document new attempts to have parent attend.
- 30 Administrator
Correction: Conduct ER meeting with all required members.
- 30 Regular education teacher
Correction: Conduct ER meeting with all required members.

30 Special education teacher or Speech and language pathologist

Correction: Conduct ER meeting with all required members

30 Teacher or specialist with knowledge in the area of suspected disability

Correction: Conduct ER meeting with all required members

REQUIRED FOR <u>INITIAL</u> ER MEETING	AU	CD	DB	DE	ED	HI	LD	SI	TBI
School Psychologist	X	X			X		X		X
Speech-language Pathologist	X		X	X or X		X or X		X	X
Audiologist									

30 *Correction: Conduct ER meeting with all required members;*

IEP includes:

60 A. Concerns of the parents

Correction: IEP Amendment or new IEP meeting.

Consideration of:

Correction: IEP Amendment or new IEP meeting.

60 B. Whether student behavior impedes learning

60 C. Communication needs

60 D. Assistive technology devices/services

60 E. Limited English Proficiency

30 F. If any item in C-F is checked "Yes," the need is addressed in the IEP

Correction: IEP Amendment or new IEP meeting.

30 For student who is blind or visually impaired, consideration of:

Orientation and mobility = Yes ___ or No ___ (If Yes, training must be in IEP)

Instruction in Braille = Yes ___ or No ___ (If No, minutes must say "Why not")

Correction: IEP Amendment or new IEP meeting.

G. Present level of academic achievement and functional performance (PLAAFP)

30 PLAAFP is present (if no, proceed to next item)

60 Describes academic performance (knowledge: qualitative and quantitative)

60 Describes functional performance (ability to apply knowledge)

60 Describes how the disability affects involvement and progress in the regular curriculum or for preschool students, involvement in appropriate activities

Correction: IEP Amendment or new IEP meeting.

H. Measurable annual goals (MAG)

30 MAG is present (if no, proceed to next item)

60 Is aligned with PLAAFP (meets needs identified in PLAAFP)

60 Describes expected level of performance

60 Includes how performance will be measured

60 MAG addresses enabling the child to be involved in and make progress in the regular curriculum or, for preschool children, to participate in appropriate activities

Correction: IEP Amendment or new IEP meeting.

- I. COMPLETE THIS ITEM ONLY for children who take the CRT-ALT:
Short-term Objectives or Benchmarks which are measurable (STOB)**
- 30 STOB is present (if no, proceed to next item)**
 - 60 Is aligned with PLAAFP (meets needs identified in PLAAFP)**
 - 60 Describes expected level of performance**
 - 60 Includes how performance will be measured**
 - 30 J. If student does not participate in Physical Education, specially designed physical education is included in the IEP**
Correction: IEP Amendment or new IEP meeting.
 - 60 K. How often progress reports will be sent to parents**
Correction: IEP Amendment or new IEP meeting.
 - 30 L. IEP considers the results of the most recent ER**
Correction: IEP Amendment or new IEP meeting.
 - 30 M. IEP team addressed any lack of progress in the general curriculum**
Correction: IEP Amendment or new IEP meeting.
 - 30 N. The frequency, location, and date of initiation of special education and related services**
Correction: IEP Amendment or new IEP meeting.
 - 30 O. The child's placement:**
Correction: IEP Amendment or new IEP meeting.
 - a. is based on the child's IEP**
 - b. is as close as possible to the child's home**
 - c. is in the school that he/she would attend if nondisabled**
 - d. In selecting the LRE, consideration is given to any potential harmful effect on the child or on the quality of services that he or she needs**
 - 30 P. Supplementary Aids and Services for the student, including modifications or supports for school personnel.**
Correction: IEP Amendment or new IEP meeting.
 - 30 Q. Participation in State/Districtwide Assessments**
Correction: IEP Amendment or new IEP meeting.
 - 30 R. Extended School Year services were considered**
Correction: IEP Amendment or new IEP meeting.
 - 60 S. IEP Accessibility and Responsibilities**
Correction: IEP Amendment or new IEP meeting.

IEP Team includes:

- Parent(s)**
- 30 If parent did not attend, records of attempts to arrange mutually agreed on time/place**
Correction: Conduct IEP meeting with all required members or document new attempts to have parent attend.
- 30 Written consent for initial and annual placement was obtained prior to placement**
Correction: IEP Amendment or new IEP meeting.
- 30 Administrator**
Correction: Conduct IEP meeting with all required members.
- 30 Regular education teacher**
Correction: Conduct IEP meeting with all required members.
- 30 Special education teacher or speech and language pathologist**
Correction: Conduct IEP meeting with all required members.

30 Teacher or specialist with knowledge in the area of suspected disability

Correction: Conduct IEP meeting with all required members.

30 Representative of other agency (transition IEP)

Correction: Conduct IEP meeting with all required members

30 IEP Team Member Excusal:

Correction: Conduct ER meeting with all required members.

TRANSITION IEP includes: (Beginning with the IEP to be in effect on the child's 16th birthday)

30 A. The student's desired post-school activities were considered

Correction: IEP Amendment or new IEP meeting

30 B. Age appropriate transition assessment was conducted for training, education, employment, and, if appropriate, independent living skills.

Correction: IEP Amendment or new IEP meeting

30 C. Measurable post-secondary goals related to education or training, employment and, if appropriate, independent living skills.

Correction: IEP Amendment or new IEP meeting

30 D. The IEP includes the Courses of Study for at least the duration of the IEP.

Correction: IEP Amendment or new IEP meeting

30 E. Needed transition services

Correction: IEP Amendment or new IEP meeting

30 F. The district invited (with parent permission) any other agency that is likely to be responsible for providing or paying for transition services

Correction: New IEP meeting

30 G. If the agency failed to provide the transition services described in the IEP, the district reconvened the IEP team to identify alternative strategies.

Correction: IEP Amendment or new IEP meeting

30 H. The student's measurable annual goals and transition services will reasonably enable the student to meet the identified post-secondary goals.

Correction: IEP Amendment or new IEP meeting

If student is age 17:

60 A. Student was informed of rights that will transfer at age of majority

60 B. Parents were informed of rights that will transfer at age of majority

Correction: IEP Amendment or new IEP meeting

IEP Amendment:

- 60 **A.** **Indicates the date of the IEP being amended**
Correction: IEP Amendment or new IEP meeting.
- 30 **B.** **Indicates what areas of the IEP are being amended**
Correction: IEP Amendment or new IEP meeting.
- 30 **C.** **Copies of changes to IEP are attached**
Correction: Letter to parent including copies of changes.
- 30 **Amendment approved by:**
 Parent(s)
 District
Correction: Get signatures.

TRANSFER STUDENTS

- 30 **A.** **In-state transfer**
 The district implemented the student's IEP
Correction: IEP Amendment or new IEP meeting
- 30 **B.** **Out-of-state transfer—the district:**
 i. determined that student is eligible in Montana
 ii. implemented the student's IEP
Correction: IEP Amendment or new IEP meeting